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UNITED STATES DEPARTMENT OF AGRICULTURE
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PROCEDURE FOR SELECTED SEED CORN LOANS

Supplies of 1936-37 CCC Corn Form F (Application for Loan on Selected Seed Corn) have been forwarded to the several State warehouse supervisory agencies. These forms will be distributed by the State warehouse supervisory boards to county agents or county warehouse boards from whom producers may secure such forms. The form is prepared in triplicate sets, the original being white, the duplicate yellow, and the triplicate pink.

In making application for a loan, the producer must execute the original and two copies. The triplicate copy (pink) is to be retained by the producer, while the original (white) copy and duplicate (yellow) copy are to be forwarded to the Commodity Credit Corporation, in care of the Reconstruction Finance Corporation in Omaha, Nebraska.

Note: Before submitting the application form to Commodity Credit Corporation, producers should acquaint themselves with the requirements of the program by reading the instructions as set forth in 1936-37 CCC Corn Form 2. In the event there appears to be any reason why the requirements cannot be met, the application form should not be completed.

On receipt of the original application and duplicate copy by the Omaha office of Commodity Credit Corporation, the applications will be checked and consecutive numbers by counties will be assigned in order of priority of receipt on those applications referring to corn produced in an area declared within the eligible territory for the operation of the selected seed corn loan. The information contained on such forms will be recorded on a register sheet for the county where the corn was grown. In those instances where applicants are not within the eligible areas, such producers will be advised that their applications have been rejected. Weekly summaries prepared in quintuplicate of the eligible applications by counties will be issued by the Omaha office of the Commodity Credit Corporation.

The Agricultural Adjustment Administration field representative will, on the basis of the information shown on the summaries, assign a certain number of inspections to each of the Commodity Credit Corporation corn inspectors, in the manner in which they can be most expeditiously handled. The inspector should then notify the official State sealers in the localities in which the loan applicants are located, in order that the State sealer can accompany him and secure the representative sample of the corn, and seal the crib or structure with the official State seal. It is recommended to the corn inspectors that the inspections be grouped so that the maximum number can be made without excess traveling. Also, it is urged that the corn inspectors of the Commodity Credit Corporation make arrangements in advance of their inspections with the various State sealers involved, to provide for a maximum of efficiency in making the inspections.

The inspection will include a checking of the storage facilities, and of the quality and type or variety of corn that is offered for the loan. It will also include the ascertainment of the amount of corn on which the loan

is desired. If the inspector determines that the corn and structure meet the general requirements of the loan program, then it shall be the duty of the State sealer to secure representative samples of the corn for the purpose of making sample tests. In case it is determined that the structure and corn quality are not such as to meet the loan requirements, samples will not be taken.

The official State sealer should proceed with the taking of samples as follows:

Germination Test Sample: Remove six kernels from different parts of at least 100 ears taken at random, from different portions of the lot. If there is a difference in date of picking, variety, storage, maturity, moisture or amount of disease in different portions of the lot, proportionate amounts of the sample should represent those differences.

If stored in a crib, some of the ears should come from the lower center of the crib.

Four hundred kernels will be germinated at the State seed laboratory and 200 kept for future reference.

Moisture Test Sample: (1) For lots of 100-500 bushels:-

From each of at least 60 ears taken at random from all different parts of the lot, remove 2 rows of kernels (a screw driver does this easier and quicker than any other method). Mix shelled corn thoroughly and fill two containers of one pint each, or one one-quart container. This will allow for a second moisture determination in case a misreading is made on the first sample.

(2) For lots over 500 bushels:-

Take moisture samples in the same manner as in paragraph (1) above, but increase the number of ears from which sample is taken by at least 30 for each additional 400-500 bushels in the lot.

In case seed is stored in different places on the farm, samples taken for making these tests should be sent in representing the separate lots and each should be properly described on forms H and J. It is possible that corn in one location will qualify for a loan, while that in another location will not; whereas if the samples were mixed, perhaps that sample would likewise not qualify.

After the sample has been obtained, the official sealer will place a State seal on the storage structure which houses the corn. The official sealer should also complete the warehouse certificate and secure the waiver of the spouse, so that it will not be necessary for him to again visit the farm on which the corn is stored.

The State sealer should then execute the original and duplicate copy of the moisture test form, 1936-37 CCC Corn Form H, and the germination test form, 1936-37 CCC Corn Form J. The two copies of the moisture test form

should be enclosed in the can with the sample secured for the moisture test and placed in the hands of the Commodity Credit Corporation corn inspector in whose company this inspection was made, and who in turn will forward same for the making of the moisture test to the Federal Grain Inspection office listed below, which is to make moisture tests for the territory from which this sample was taken. There will be no charge for this test.

Mr. G. A. Dabinett, 200 Post Office Building, Cedar Rapids, Iowa.
Mr. Martin Schuler, Room 609, 114 West 10th Street, Kansas City, Mo.
Mr. R. H. Black, 404 Flour Exchange Building, 4th Ave. and 3d St., Minneapolis, Minnesota.
Mr. H. E. Nelson, 508 Federal Office Building, Omaha, Nebraska.
Mr. J. E. Boh, 805 Corby Building, 424 Felix Street, St. Joseph, Mo.
Mr. R. H. Martin, 208-12 Post Office Building, Sioux City, Iowa.

The two copies of the germination test form should be enclosed with the sample on which the germination test will be made, after which this sample should be given to the Commodity Credit Corporation corn inspector as was done with the sample taken for the moisture test, who will forward it to the State seed laboratory for the making of the test. A nominal charge will be made for this service, and it is highly desirable for the sealer to collect this amount at the time the sample is taken and turn the amount collected over to the corn inspector who can submit it to the seed laboratory at the time the sample is mailed. While the charges for the making of this test will vary in the different States, each State will have a uniform charge, and the corn inspector will know of the rate applicable in his particular State.

The Federal grain inspection office will make the moisture test and complete the moisture test form Form H, showing the percentage of moisture which the sample contained. The original of this form, properly executed, will be transmitted to the Commodity Credit Corporation, in care of the Reconstruction Finance Corporation at Omaha, Nebraska, while the copy will be retained by the Federal grain inspection office.

The State seed laboratory will follow a similar procedure in connection with the germination test and will forward the original of Form J, "Germination Test Form," properly executed, to the Commodity Credit Corporation, in care of the Reconstruction Finance Corporation at Omaha, Nebraska.

Upon receipt of these forms by the Commodity Credit Corporation in Omaha, the data contained thereon will be recorded on the previously mentioned register sheets. If on examination it is found that the sample tests represent corn which contains not more than 14% moisture and which will germinate 90% or higher, the blanks on the 1936-37 CCC Corn Form G (Seed Corn Producer's Note and Loan Agreement) and on the 1936-37 CCC Corn Form B (Producer's Letter of Transmittal) will be filled in with typewriter at the Omaha Office of the Commodity Credit Corporation. These forms will then be sent to the sealer, or the county agent's office if in Minnesota.

On receipt of these forms, the sealer or county agent will notify the producer and arrange for their execution. This includes the execution of the consent for storage, paragraph 12 of 1936-37 CCC Corn Form G, if the tenant's lease expires before July 1, 1937, and also the execution of paragraph 10 of the same form, which is a list of lien holders and their waivers and consent to pledge. To avoid expense on the part of the sealer, it is suggested that the producer be asked to meet the sealer at the warehouse board's office or the office of the county agent. The sealer will be required to make the proper certification in paragraph 11 of 1936-37 CCC Corn Form G. It is also advisable for the producer to arrange for the procurement of insurance and the notarization of the warehouse certificate at the time of execution of Forms G and B. After all forms are completed and the duplicate copy of the warehouse certificate which should bear a legend substantially in the form as given in paragraph 4 of 1936-37 CCC Corn Form 2 has been filed for record with the proper county official and the evidence of such filing has been properly indicated on the warehouse certificate, the producer will forward to the Commodity Credit Corporation, in care of the Reconstruction Finance Corporation at Omaha, Nebraska, the properly executed 1936-37 CCC Corn Form G, "Seed Corn Producer's Note and Loan Agreement," 1936-37 CCC Corn Form B, original and duplicate of "Producer's Letter of Transmittal," Farm Warehouse Certificate, and W A B - CCC Form 37, "Insurance Certificate," or a form containing identical terms and conditions except that hail coverage may be excluded. On the receipt of these forms by the Omaha office, the same will be examined and checked with the moisture test and the germination test as shown on 1936-37 CCC Corn Form H and 1936-37 CCC Corn Form J respectively. If these forms are proper and acceptable, the Commodity Credit Corporation will make funds available for the amount of the loan in the manner specified by the producer on his letter of transmittal, 1936-37 CCC Corn Form B.

In addition to the foregoing procedure, it is recommended that the producers make themselves familiar with the Instructions Concerning the Making of Seed Corn Loans by Commodity Credit Corporation, 1936-37 CCC Corn Form 2.